

**CAPPS HR/Payroll  
Enhancements (SRs) Submitted to User Group**

Date of Report: Sept. 20, 2022

Service Requests (SR) Information, Voting Items:

SR #	Requesting Agency	Product	Impacts All Agys	Module	Priority	Level of Effort	Short Description	Long Description	Synopsis of Request (Requirements)	Proposed Solution (How it would work/Customization Overview)	CAPPS Support Team Vote Recommendation
40112	DPS	Talent Management	Yes	Recruiting	Medium	Low	Add Correspondence Template	Agency requests a correspondence template be added in CAPPS Recruit for applicants that fail testing.	<p>The agency is requesting to add a new correspondence template for rejecting candidates based on failing testing. There are existing non-select correspondence messages available in CAPPS Recruit, this request is for candidates who fail testing.</p> <p>The proposed verbiage:</p> <p><i>Dear {Candidate FirstName, LastName},</i></p> <p><i>Thank you for submitting your application for the position {Requisition.JobTitle} (job number {RequisitionHeader.ContestNumber}) at the {Agency_Name}. However, due to failure to meet the minimum testing requirements, we are not proceeding with your candidacy at this time. We wish you the best in your employment search.</i></p> <p><i>Best regards,</i> <i>CAPPS Recruit</i></p> <p><i>Replies to this message are undeliverable. Please do not reply.</i></p>	The CAPPS Recruit team will configure a new correspondence message template to be available for all agencies. The purpose of the new message is to reject candidates based on failure of minimum testing requirements.	Approve

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40279	CPA	CAPPS HR/Payroll	Yes	Reports	Medium	Medium	Decommission of the PIF Report	The Pay Impacting Forms (PIF) report does not adequately meet CAPPS business needs. It's an Oracle delivered report where all applicable benefit plans are not referenced, and certain deduction codes are reported even though they are invalid. For example, Vision Benefits are not properly indicated on the PIF report. The PIF report also does not support the limited flex spending plan type 62 and the health savings plan type 67. The ERS Reconciliation Report is a better option. It includes the benefit and deduction information that is specific to our CAPPS business processes.	The ERS Reconciliation Report is currently available for use. The specific requirement is to retire the PIF Report and use the ERS Reconciliation Report moving forward.	The PIF report would no longer be available for use. Users would run the ERS Reconciliation Report instead.	Approve